KENTUCKY INFORMATION RESOURCES
MANAGEMENT COMMISSION
Meeting Minutes
March 11, 1999

KIRM Members: Chair Jim Nelson, Steve Dooley, Aldona Valicenti, David Couch, Tonya York-Dees, Kenyon Meyer, Beth Patrick, Robert Thompson, Jerry Frantz, Jim Ramsey, Allen Holt representing Crit Luallen and Virginia Fox.

GUESTS: Charles Robb, Rodney Murphy, Buck Beverly, Danny Ball, Rob Miller, Karen Seeders, Rick Chlopan, Mike Bailey, Sheri Rose, David McDowell, Skip Hunt, Nancy Ward, Dennis Farmer, Tony Nunn, Jean Wilson, Garry Casson, Bob Thompson, Ron Jones, Louie Smith, Deward Brake, Jack Ellis, Bob West, Bob Huffman, Kent Howell, Ben Hall, Lisa Rowe, Ralph Long, B.J. Bellamy, Cindy James, Cheryl Snyder, Bob Fannin, Robin Morley, Judy Kail, Dave Holzwarth, Mike Sparrow, Donna Manning, Mark Sutton, Joan White, David Burke and Chris Clark.

STAFF: Doug Robinson, Shirley Rodgers and Jessamine Saufley.

Chair Nelson called the meeting to order and welcomed members and guests. Chair Nelson introduced Beth Patrick as a new Commission member representing state universities. The minutes of the December 3, 1999, KIRM Commission meeting were approved as distributed.

Chair Nelson asked Doug Robinson to brief members on changes to the draft Telecommuting Policy, as edited by the Telecommuting Work Group and Teri DeYoung, Department of Education.   Doug discussed the changes, and the Commission unanimously endorsed the Telecommuting Policy and directed staff to forward it to the Office of the Chief Information Officer for implementation. Chair Nelson thanked the Communications Advisory Council Chair, David Couch, Teri DeYoung, and members of the Telecommuting Work Group for their efforts in drafting the policy.

Chair Nelson asked Doug to update members on the information technology capital equipment review process for the Capital Planning Advisory Board (CBAB). Doug explained the Commission's prior role in working with the Board and discussed the Board's request to work with the Office of the Chief Information Officer during this transition period. He recommended the following for Commission approval:

- Transfer the responsibility for review of IT capital items to the Office of CIO. The CIO will report high priority needs and findings to the Capital Planning Advisory Board by July 1, 1999. This recommendation is consistent with action taken by the CPAB.
- Review university IT items in cooperation with Council on PostSecondary Education and the Commonwealth Virtual University.
- In the near future and in concert with the office of CIO, determine the process and criteria for reviewing IT capital items and determine appropriate roles and responsibilities.

After discussion, the KIRM Commission approved the recommended action.

Chair Nelson asked members to review the handout addressing background, authority, workload, process and responsibility for the recommended KIRM Commission action regarding the 2000-2002 Information Resources Planning (IRP). Doug discussed the revised planning process. The Commission approved delaying the plan submission date of agency Information Resources Plans (IRPs) until June 1, 1999, noting that the current IRPs are in effect until June 30, 2000.

Chair Nelson asked Aldona Valicenti, Commonwealth CIO, to provide an update on the Information Technology (IT) Transformation Initiative. Aldona stated that the Transformation Initiative updates can be accessed on the website, and employees can also submit questions. She stated that the Governance Team has been formed, that 80 % of cabinet-level CIOs have been appointed, and that the Chief Information Office organization is being developed. Aldona briefly discussed the transformation process and the proposed legislative changes that relate to the alignment and restructuring of the Office of the CIO, the KIRM Commission and the Office of Geographic Information Systems for implementation by July 1, 1999.

Chair Nelson asked Doug Robinson to report on the Commission's research and development grant process. Doug asked members to review the handout explaining the Commission's prior role with awarding research and development grants and recommended the following action for consideration:

- In lieu of a competitive solicitation, the Commission will make a direct award of the $125,000 grant (road funds) to an innovative project(s) within the Commonwealth. Doug added that this action includes the Office of CIO, Research and Development Committee and the KIRM staff exploring potential innovative projects for funding and report to the Commission before May 1, 1999, for final consideration.

After considerable discussion, motion was made, seconded and unanimously approved to endorse the recommended action.

Doug introduced research and grant recipients Dr. Tony Newberry, Tony Nunn, Bob Johnson and representatives of the Kentucky Community and Technical College System who reported on their Information and Telecommunications Technology Certification Process. Tony stated that the distance learning project was led by the University of Kentucky Community College System on behalf of a statewide information technology education and training task force. Tony provided a demonstration on the web-based training program "Electronic Commerce" online at www.occ-online.org. He added that an associate degree "Network Information System Technology" is complete and will be implemented in the near future. Tony directed members to review the summary sheet in the meeting packet. He concluded by explaining the additional objectives in professional development and web-based training and by reporting that the project had been very successful in achieving its major goals.

Doug introduced Linda Pittenger and Cathy Thomas, Kentucky Department of Education, who provided a presentation on their grant entitled: "Consolidated Planning: Internet/Intranet". Linda

reported that consolidated planning had met the goals of improved student learning, had reduced the number of grant requests and provided useful measuring tools for decision-making. Linda and Cathy provided a demonstration, which outlined the lessons learned, technology transfer, security issues, secured applications, cp navigation, plan elements, action plan and components, budget, tracking of plans, on-line help system, administrative issues and discussed other features.

Chair Nelson reminded members and guests of the IRM Advisory Group meeting upon adjournment of the Commission meeting. Being no further business, the meeting adjourned at 2:20 p.m.